

COVID-19 safety plan

Company details

Business name: Sarnia Yacht Club

Revision date: July 3 2021

Date completed: June 26, 2021

Developed by: J Spelay

Division/group: Sarnia Sail Training

Others consulted:

Date distributed: July 3, 2021

1. How will you ensure all workers know how and are able to keep themselves safe from exposure to COVID-19?

- Covid safety protocols and information posted around the workplace
- Staff meeting at the beginning of the program, each session and weekly updates
- Ministry of Health COVID-19 Safety Guidelines for: Day Camps Version 1.0 May 26, 2021 (pg. 11-14)

2. How will you screen for COVID-19?

- Daily Active Screening (temperature checks and 'Covid Questions') for all employees, students and visitors
- Signs (which will also serve as passive screening)
- Ongoing self monitoring
- Ministry of Health COVID-19 Safety Guidelines for: Day Camps Version 1.0 May 26, 2021 (pg. 9-11)

3. How will you control the risk of transmission in your workplace?

- PPE for screeners at gate
- Social distancing at screening area
- Staff only in building unless there is an emergency weather situation
- Buildings all have abundant windows/doors to open in order to provide cross flow ventilation.
- Program to be conducted outdoor and this facilitates physical distancing
- Program to be divided into 'Cohorts'
- PPE when physical distancing is not practical
- PPE in all buildings
- Ongoing daily cleanings and disinfecting of common touch surfaces
- Each coach is responsible for cleaning their classes boats and logging this
- Additional detailed procedures found in the attached document Ministry of Health COVID-19 Safety Guidelines for: Day Camps Version 1.0 May 26, 2021 (pg. 3-9)

4. What will you do if there is a potential case, or suspected exposure to, COVID-19 at your workplace?

- Individual will be separated from the others, mandatory PPE/hand hygiene
- Physical distancing must be maintained from sick individual
- Individual to be removed from the program (student or staff)
- Must report to and isolate as per Lambton Public Health and follow their direction to notify potential exposures
- Additional steps and reporting procedures as per attached document - Ministry of Health COVID-19 Safety Guidelines for: Day Camps Version 1.0 May 26, 2021 (pg. 14-17)

5. How will you manage any new risks caused by changes to the way you operate your business?

- Weekly update meetings with staff to get feed back on success of procedures and room for improvement to go above minimum requirements.

6. How will you make sure your plan is working?

- Daily interaction with head coach and with screener to monitor compliance and need for improvement.

COVID-19 safety plan – snapshot

This snapshot can be posted in a place where it can be seen easily so your workers, clients and other people entering the workplace will know what actions are being taken.

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Measures we're taking

How we're ensuring workers know how to keep themselves safe from exposure to COVID-19

- Training
- Weekly updates to potential procedure changes
- Daily debrief
- Posted information
- Active and Passive screening

How we're screening for COVID-19

- Every morning you will be screened at the gate

How we're controlling the risk of transmission in our workplace

Physical distancing and separation

- Students and staff to remain in their cohorts
- Physical distancing on shore
- PPE on water

- Students not to enter buildings
- Program separated from club facilities (ie washrooms, etc.)

Cleaning

- Ongoing sanitizing of shared surfaces
- Staff to clean boats and shared surfaces twice a day minimum

What we will do if there is a potential case, or suspected exposure to, COVID-19 at our workplace

- Isolate student and student will have to go home asap
- Lambton public health will be contacted and we will follow their directions on isolation and communication

How we're managing any new risks caused by the changes made to the way we operate our business

- Weekly updates and communication with staff

How we're making sure our plan is working

- Daily reporting to management from Head Coach and Screener